

INTERDISCIPLINARY CLINICAL Policy

Title:	Clinical Laboratory Diagnostic Test Ordering <i>(formerly: Clinical Laboratory tests, Authority to Order)</i>	Number:	CC 85-018
Effective Date:	July 2014	Page:	1 of 4
Applies To:	Central Zone		

POLICY

1. Clinical laboratory testing is to be ordered by an Authorized Prescriber, and in compliance with the standards and guidelines as directed by the College of Physicians and Surgeons of Nova Scotia. The Authorized Prescriber must have the knowledge, skills, and authority to select the appropriate test and to interpret the results generated by the laboratory. *(Refer to [CC 85-017 Diagnostic Tests - Requesting, Reporting of results and Follow-up](#))*
 - 1.1. Authorized Prescribers must be registered as an active provider in the Laboratory Information system prior to ordering any testing.
 - 1.2. Authorized Prescribers must ensure availability to receive critical results by providing contact information for themselves or an authorized delegate 24/7.
 - 1.3. The Authorized Prescriber must record the request for a laboratory test, including Point-of-Care Testing requests, on the patient’s health record.
 - 1.4. The Authorized Prescriber for the test must be clearly identified by first and last name and their identifying number, e.g., physician’s registration number (PRN).
 - 1.5. Nurse Practitioners may submit requests for testing within their scope of practice.
 - 1.5.1. The Nurse Practitioner will determine when a collaborating physician is to receive a copy of the test result.
 - 1.6. An Authorized Prescriber can delegate the authority of ordering clinical laboratory testing to the requestor through an approved documented process, e.g., medical (care) directive, policy.

2. To ensure appropriate utilization of test ordering:
 - 2.1. The Laboratory Executive Committee is consulted as a stakeholder for the development or revision of documents or processes that delegate the authority of ordering clinical laboratory testing to an authorized requestor, e.g., preprinted orders, medical (care) directives, delegated medical functions.
 - 2.2. Laboratory test requests may be cancelled based on laboratory protocols for repeat testing interval guidelines. The most recent test result will be documented at the time of cancellation. Refer to: [Laboratory Utilization](#) webpage.
3. Authorized prescribers or authorized requestors are **not** to request laboratory tests on specimens from either themselves or family members.
 - 3.1. Authorized prescribers are only to request laboratory tests on colleagues for whom they have accepted clinical responsibility.

DEFINITIONS

Authorized Prescriber

Qualified physicians and dentists licensed to practice medicine or dentistry in the province of Nova Scotia while practicing at a Nova Scotia Health Care organization/facility.

Nurse practitioner registered in the province of Nova Scotia and who has a collaborative practice agreement within Nova Scotia Health.

Qualified physicians who are registered to practice and have requested testing that, under an established agreement with Nova Scotia Health, Central Zone, is referred for testing at the QEII Health Sciences Centre.

Note - Clinical Clerks are not authorized prescribers. An ordering authorized prescriber is the authorized prescriber who has ordered a diagnostic test, and who is responsible for initiating follow-up of abnormal results.

Requests from Physicians who are registered to practice external to Nova Scotia who have provided their patient with a request for laboratory testing from their home location with testing required for immediate patient management while visiting or travelling though the province of Nova Scotia will be reviewed by the laboratory on a case-by-case basis. These physicians will not be created in the Laboratory Information System database as a recognized authorized prescriber in Nova Scotia.

Authorized Requestor

In addition to an authorized prescriber, anyone who has been delegated the authority to order a test through medical directives, delegated medical functions, expanded role designation, specific policies, etc. {e.g., Emergency Department medical directives, Expanded Role nurses (ordering Pap tests), Physiotherapists (ordering x-rays) etc.}

Family Members

An authorized prescriber's/requestor's spouse or partner, parent, child, sibling, grandparent or grandchild; a parent, child, sibling, grandparent or grandchild of the authorized prescriber's/requestor's spouse or partner; or another individual with whom the authorized prescriber/requestor has personal involvement that may render the prescriber/requestor unable to exercise objective professional judgment in reaching diagnostic or therapeutic decisions.

Adapted from the College of Physicians & Surgeons of Nova Scotia; Policy on Treating Self and Family Members March 2011.

REFERENCES

College of Physicians & Surgeons of Nova Scotia Policy on Treating Self and Family Members; March 2011

RELATED DOCUMENTS

Policies

[CDHA CH 07-041 Unidentified Patient](#)

[CDHA CC 85-079 Venipuncture for Blood Specimen/Blood Culture Collection](#)

[CDHA CC 85-017 Diagnostic Tests - Requesting, Reporting of Results and Follow-up](#)

[CDHA CC 85-015 Laboratory Requisition, Specimen Labeling, Supplementary Requests for Diagnostic Testing](#)

[CDHA CC 85-016 Laboratory Specimen Acceptance and Rejection for Diagnostic Testing](#)

[NSHA CL-SR-025 Client Identification - Policy and Procedure](#)

Other

Central Zone's Laboratory Specimen & Collection Requirements webpages:

- [Specimen & Collection Requirements](#)
- [Requesting Tests](#)
- [Collection](#)
- [Rejection Criteria](#)
- [Laboratory Utilization](#)

VERSION HISTORY

Version:	Effective:	Approved by:	What's changed:
Original	2014-07	Administrative Director of Pathology and Lab Medicine, Capital Health Chief of Pathology and Lab Medicine	N/A
Revision	2021-08-24	Interim Vice President Operations, Central Zone	<ul style="list-style-type: none">• Revised to reflect Central Zone.• Clarified definition of authorized prescriber.